

ROUTING AND TRANSMITTAL SLIP		Date
		29 APRIL 1986
TO: (Name, office symbol, room number, building, Agency/Post)	Initials	Date
1. EXO/DDA	<i>qu</i>	29-4
2. ADDA	<i>[Signature]</i>	29 APR 1986
3. DDA	<i>[Signature]</i>	29 APR 1986
4.		
5.		
Action	File	Note and Return
Approval	For Clearance	Per Conversation
As Requested	For Correction	Prepare Reply
Circulate	For Your Information	See Me
Comment	Investigate	Signature
Coordination	Justify	

REMARKS

advised

By phone 4/29/86 (1620).

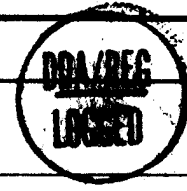
DO NOT use this form as a RECORD of approvals, concurrences, disposals, clearances, and similar actions

FROM: (Name, org. symbol, Agency/Post)	Room No.—Bldg.
	Phone No.

8041-102

OPTIONAL FORM 41 (Rev. 7-76)
Prescribed by GSA
FPMR (41 CFR) 101-11.205

* U.S.G.P.O.: 1983 - 421-529/320

CONFIDENTIAL**ROUTING AND RECORD SHEET****SUBJECT: (Optional)**

Renovation of Space for EPS/DO and PCS/DO

FI

Chief, FMD, OL
3E14 Hqs

EXTENSION

NO.

DATE

24 April 1986

TO: (Officer designation, room number, and building)**DATE**

RECEIVED

FORWARDED

OFFICER'S INITIALS**COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)**1. D/OIT
2D00 Hqs.

1. Concur

2.

3. D/L

1. Concur

4.

5. DDA
7D24 Hqs.

29 APR 1986

6.

7.

8.

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11.

12.

13.

14.

15.

DDA REGISTRY
FILE: 45-11Unclassified when
removed from file
ref**CONFIDENTIAL**

APR 29 1986

MEMORANDUM FOR: Deputy Director for Administration

VIA: Director of Information Technology
Director of Logistics

STAT

FROM:
Chief, Facilities Management Division, Office
of Logistics

SUBJECT: Renovation of Space for EPS/DO and PCS/DO

REFERENCE: A. Memo for DDA from C/EPS/DO, dtd 7 Apr 86,
Subject: Reconfiguration of EPS Space
B. Memo for DDA from C/PCS/DO, dtd 7 Apr 86,
Subject: Reconfiguration of PCS Space

A review of the referenced requests for facility renovations confirms that they will result in a more effective use of the space, provide consolidation of two Evaluation and Plans Staff (EPS/DO) groups, and permit three additional persons to be located in the Policy and Coordination Staff (PCS/DO). Since the latter two factors can be considered operationally essential, approval is recommended for these projects.

STAT

CONCUR:

STAT

Director of Logistics *y*
4/29/86
Date

STAT

Director of Information Technology

4/29/86
Date

OL 10071-86

OIT/TRIS

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